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ABSTRACT

This book is written primarily for English-as-a-Second-Language (ESL) teachers who are preparing to meet the challenge of teaching ESL in the workplace. The book focuses on the role these teachers play in establishing and implementing workplace language programs. The aim of the book is to provide ESL teachers with a basic orientation to the workplace program. Topics covered include: "Reflections on Teaching English in the Workplace" (Virginia Sauve); "English in the Workplace: The Participants"; "Conducting Negotiations"; "Conducting a Needs Analysis"; "Designing a Syllabus"; "Developing Materials for Classroom Use"; "Sequences from Workplace Classrooms"; "Assessment and Evaluation"; "Conducting an Organizational Needs Assessment" (Sue (Waugh) Folinsbee); "Responding to Racism in Workplace ESL" (Kathleen Flanagan); "The Study at Work Trailer: An Interview" (Mary Ellen Belfiore and Christina Pikios); "Clear Language Documents for the Workplace" (Corinna Frattini); and "Evaluation: The Experience of One Hospital" (Angela Gillis). An extensive bibliography is included. (CK)

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